

# Garrett University Bursary

## Guidance for Young People

The Centrepoint Garrett University Bursary is open to Centrepoint young people who are in or entering into their first year at university.

### What can I apply for?

1. **Laptop:** You can apply for a laptop. We will issue you with a standard laptop, suitable to your needs. If you need a specialised laptop because you are on a course that requires one, we may be able to provide funding.
2. **Ongoing funding:** Centrepoint understands that attending university is financially difficult for young people. This Bursary wants to help you in your first year by providing ongoing support, in the form of regular monthly payments.

You can use the money to help you purchase and fund things like the items below. You don't need to provide receipts or proof of purchase:

- Your move to university (if applicable);
- Travel costs at university or to visit family and friends;
- Start-up kitchen and bedroom necessities (if applicable);
- Books and stationery;
- Groceries and toiletries;
- Clothing;
- Printing assignments and essays;
- Library deposit; and
- Gym fee.

You cannot use the money to purchase illegal goods and you cannot use the money to purchase alcohol.

### Am I eligible to apply?

Below are the Garrett University Bursary criteria:

- You must be in, or entering your first year at university
- You must have taken up a place at university to apply. **If you are awaiting a place (conditional offer), you must wait until you place is confirmed and you have formally accepted your place before applying.**
- You are a **current resident** with arrears less than £250
- You are a **former resident**, or will be moving out of Centrepoint soon, and your university course start date is less than six months from your move out date. Your arrears must be less than £250

## How much can I apply for?

Below is a breakdown of what you can expect to receive, depending on whether you are a current resident or former Centrepoint Young Person.

Current Young Person  
£750

£75 monthly, for 10 months

You will receive a £75 payment each month, for 10 months. In order to receive the payments, in December and April you will need to provide a progress update obtained from the faculty office, stating you are still enrolled, and send it to the Senior Bursary Coordinator by the 10<sup>th</sup> of the month. Payments will be made at the end of the month as follows:

- **September:** £75
- **October:** £75
- **November:** £75
- **December:** Provide a progress letter by 10<sup>th</sup> December then receive £75
- **January:** £75
- **February:** £75
- **March:** £75
- **April:** Provide a progress letter by 10<sup>th</sup> April then receive £75
- **May:** £75
- **June:** £75
- **September:** Provide a progress letter to update us on your transition to 2<sup>nd</sup> year

Former Young Person  
£1,000

£400 payment, then £75 monthly, for 8 months

You will receive a bulk payment of £400 in September (or the first month after September that you apply) and then £75 each month, for 8 months. In order to receive the payments, in December and April you will need to provide a progress update obtained from the faculty office, stating you are still enrolled, and send it to the Senior Bursary Coordinator by the 10<sup>th</sup> of the month. Payments will be made at the end of the month as follows:

- **September:** £400
- **October:** £75
- **November:** £75
- **December:** Provide a progress letter by 10<sup>th</sup> December then receive £75
- **January:** £75
- **February:** £75
- **March:** £75
- **April:** Provide a progress letter by 10<sup>th</sup> April then receive £75
- **May:** £75
- **September:** Provide a progress letter to update us on your transition to 2<sup>nd</sup> year

## How do I complete an application?

Your keyworker will support you in making an application. Below is a list of information/documents that must be included when you submit your application:

1. **Garrett University Bursary application form**;
2. **Proof of formally accepting your place at university**, a print-screen from UCAS;
3. **Rent statement** showing your personal arrears are £500 or lower (your keyworker can help you with this);
4. **Action Plan** (your keyworker can help you with this);
5. **Proof of your ability to manage the funds** in the form of a meeting arranged with Moneywise in order to obtain some advice on managing a larger budget (i.e. your student loan) over a longer period.

## How will my application be assessed?

You will be asked to attend a short, informal interview with the Bursary Panel. Your application will be assessed by the Bursary Panel. The panel will be looking for evidence of your ability to appropriately use the funds.

## How will I receive my bursary award?

An application to the Garrett University Bursary can take up to **six weeks** to be assessed; please ensure you give yourself enough time.

You should **never** borrow money from friends, family or organisations on the assumption that you will receive a Garrett University Bursary.

You will be notified once you are approved. At that point, the Senior Bursary Coordinator will discuss in detail with you how and when funds will be deposited in your account.

**As outlined above, you MUST provide the Senior Bursary Coordinator with a progress update from the faculty office to confirm you are still enrolled, by 10<sup>th</sup> December and 10<sup>th</sup> April. We cannot deposit funds into your account unless we receive the updates.<sup>1</sup> We would also like an update at the start of the next academic year to let us know how you have progressed with your course.**

## What if I move out of Centrepont during my first year? What if I miss the first payment?

If you are a current young person at the start of university and you move out of Centrepont during your first year, we will provide you with a bulk payment of £400 the month that you move, then we'll continue to provide £75 through the end of the school term, until the total amount reaches £1,000. You will need to provide a written letter to the Senior Bursary Coordinator documenting the change in your housing circumstances and providing your new address.

---

<sup>1</sup> Payments will be stopped until we receive a progress/attendance update. Payments cannot be backdated, so, if the progress update is sent in February rather than December, you will not receive a payment for January, and payments will resume from the month that the update is received.



If your application isn't received and assessed in order to receive the first September payment, your first payment will be larger to 'make up' the money.

## **What are the deadlines?**

The deadline for application submissions is on the **first Friday of every month**.  
The Bursary Panel is held on the second Friday of every month.

You can apply at any time, but you should ideally apply as soon as you accept your place, before the start of university.

For further information please contact your keyworker, or contact the Senior Bursary Officer: [bursary@centrepoin.org](mailto:bursary@centrepoin.org)

An application to the Garrett University Bursary can take up to **six weeks** to be assessed so please ensure you give yourself enough time. There is no guarantee that the Bursary Panel will be able to make you an award so please think carefully about making commitments before you know if you have been successful.

You should **never** borrow money from friends, family or organisations on the assumption that you will receive an Garrett University Bursary.